

# SAFETY AWARENESS

DCC-W, COMMAND SUPPORT  
DIVISION  
2ND QUARTER EDITION

## Protecting Yourself in the Sun

[www.osha.gov](http://www.osha.gov)

Sunlight contains ultraviolet (UV) radiation, which causes premature aging of the skin, wrinkles, cataracts, and skin cancer. The amount of damage from UV exposure depends on the strength of the light, the length of the exposure, and whether the skin is protected.

There are no safe UV rays or safe suntans.

### Block out UV Rays

- \* **Cover up.** Wear tightly-woven clothing that blocks out light. Try this test: Place your hand between a single layer of the clothing and a light source. If you can see your hand through the fabric, the garment offers little protection.

- \* **Use sunscreen.** A sun protection factor (SPF) of at least 15 blocks 93 percent of UV rays. You want to block both UVA and UVB rays to guard against skin cancer. Be sure to follow application directions on the bottle.

- \* **Wear a hat.** A wide brim hat (not a baseball cap) is ideal because it protects the neck, ears, eyes, forehead, nose, and scalp.

- \* **Wear UV-absorbent shades.** Sunglasses don't have to be expensive, but they should block 99 to 100 percent of UVA and UVB radiation.

- \* **Limit exposure.** UV rays are most intense between 1000 and 1600 hours. If

you are unsure about the sun's intensity, take the shadow test: If your shadow is shorter than you, the sun's rays are the day's strongest.

Skin Cancer— sun exposure at any age can cause skin cancer. Be especially careful in the sun if you burn easily, spend a lot of time outdoors, or have any of the following physical features: *numerous, irregular, or large moles, freckles, fair skin, and/or blond, red, or light brown hair.*

## STROKE AWARENESS

### WARNING SIGNS OF STROKE

- \* Sudden numbness or weakness of the face, arm or leg, especially on one side of the body.
- \* Sudden confusion, trouble speaking or understanding.
- \* Sudden trouble seeing in one or both eyes.
- \* Sudden trouble walking, dizziness, loss of balance or coordination.
- \* Sudden, severe headache with no known cause
- \* Call 9-1-1 immediately and get the person to the hospital- Every second counts

### Inside this issue:

<b>Preventing Slips, Trips &amp; Falls</b>	<b>2</b>
<b>Fact Sheet: Water-Related Injuries</b>	<b>2</b>
<b>Safe and Healthful Workplace</b>	<b>3</b>
<b>Travel Safety</b>	<b>3</b>
<b>Brown Bag Lunches</b>	<b>4</b>



# Preventing Slips, Trips & Falls



## Shoes

- \* Wear safe shoes & boots, with low heels and a good fit - avoid slippery shoes.
- \* Be sure to wear shoes or boots with adequate tread while walking on icy, greasy or wet surfaces.
- \* Take extra care when you come indoors with wet shoes or boots.

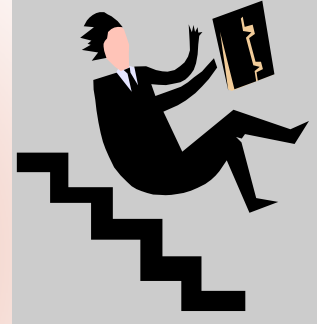
## Working

- \* Carry small loads close to your body and below chest level so you can see over or around what you are carrying.
- \* Close cabinet drawers and doors as soon as you are finished with them.
- \* Slow down and take small careful steps if the surface is rough, cluttered, slippery or at an angle.

- \* Hold the handrail when you go up or down stairs.

## Housekeeping

- \* Clean up spills immediately.
- \* Take extra care whenever you see a Wet Floor sign.
- \* Keep walkways and floors clear of boxes, extension cords and litter.
- \* Immediately move anything that is stored on or near stairways, or report the hazard to your supervisor.
- \* Notify your supervisor if there is nowhere to store new materials.



**Don't move if you think you have hurt yourself  
WAIT FOR HELP!**

## Fact Sheet: Water-Related Injuries

For every child who drowns, three receive emergency department care for non-fatal submersion injuries. More than 40% of these children receive hospitalization (CDC 2003). Nonfatal incidents can cause brain damage that result in long-term disabilities ranging from memory problems and learning disabilities to the permanent loss of basic functioning.

### **RISK FACTORS**

- \* Children under age one most often drown in bathtubs, buckets, or toilets.
- \* Alcohol use is involved in about 25% to 50% of adolescent and adult deaths associated with water recreation. Alcohol influences balance, coordination, and judgment, and its effects are heightened by sun exposure and heat.
- \* Boating carries risks for injury. In 2002, the U.S. Coast Guard received reports for 5,705 boating incidents; 4,062 participants were reported injured and 750 killed in boating incidents. Most boating fatalities from 2002 (70%) were caused by drowning and the remainder were due to trauma, hypothermia, carbon monoxide poisoning, or other causes.
- \* During 2002, capsizings or falls overboard led to 417 deaths--56% of all recreational boating deaths that year. Approximately 90% of these victims drowned.
- \* **Life jacket use by all boat occupants can reduce drownings.**
- \* **Learn CPR**



# You have a right to a Safe and Healthful Workplace IT'S THE LAW

[www.osha.gov](http://www.osha.gov) or 1-800-321-OSHA

You have the right to notify your employer or OSHA about workplace hazards. You may ask OSHA to keep your name confidential.

You have the right to request an OSHA inspection if you believe that there are unsafe and unhealthful conditions in your workplace. You or your representative may participate in the inspection.

You can file a complaint with OSHA within 30 days of discrimination by your employer for making safety and health complaints or for exercising your rights under the OSH Act.

You have a right to see OSHA citations issued to your employer. Your employer must post the citation at or near the place of the alleged violation.

Your employer must correct workplace hazards by the date indicated on the citation and must certify that these hazards have been reduced or eliminated.

You have the right to copies of your medical records or records of your exposure to toxic and harmful substances or conditions.

***The Occupational Safety and Health Act of 1970 (OSH Act) assures safe and healthful working conditions for working men and women throughout the Nation***

## Travel Safety

*When traveling in a car, always wear a seat belt.*

*Obey traffic laws and drive defensively.*

*Do not drink alcohol and drive*

*While driving, try to avoid any distractions from others in your car.*

*Keep your vehicle properly serviced, especially going on a long trip.*

*Keep an emergency kit in your car.*

*Take the weather into account before venturing out on the roads.*



**We are on the web: <http://dccw.hqda.pentagon.mil>**

# Brown Bag Lunches

[www.mayoclinic.com](http://www.mayoclinic.com)



Bringing your lunch to work can save you money and keep you focused on good nutrition. But you can get stuck in a rut by bringing the same old thing everyday.

Incorporating each of the food groups into your bag lunch can improve both your nutrition and your outlook on eating.

If you pack too little in your lunch, you might be tempted by the lure of the break room vending machines; and if your opening your bag lunch seems more like punishment than pleasure, you may be more likely to overindulge at dinner.

"A nutritious variety in your lunch bag will make the quality of your workday meal better. This will help you distribute your intake of calories throughout the day, smooth out energy highs

and lows, prevent unwanted snacking, and keep your weight under better control." (Nelson)

Here are some tips to make your brown bag lunch enjoyable:

**Eat a variety of nutritious foods.** A limited variety can deprive you of needed nutrients.

**Smaller meals eaten more frequently throughout the day helps you to maintain your energy levels.** By having small snacks on hand, such as a piece of fruit or a container of yogurt, can help you keep hunger at bay.

**Where you eat - will influence what you pack.**

**Salads are easy to make and offer great nutritional value.** Cut up salad greens from the store and protein then add just enough salad dressing for flavor.

**Take a break from co-workers or friends now and then to stay connected.**

Head to the break room or find an empty office to eat with a group of fellow brown baggers. If the weather is nice, make a picnic.

**Choose healthy alternatives: Grains, Fruits, Vegetables, Dairy, Meat, Beverages and Fat Free Toppings.**



**Service is What Counts**

**Wendy Jones**  
**Safety Assistant**  
**(703) 693-1344**

This is not an official Department of the Army Publication. If there are any topics you would like to see covered, questions or comments, please e-mail the editor,

**Wendy Jones**  
**at**  
**[Wendy.Jones@hqda.army.mil](mailto:Wendy.Jones@hqda.army.mil)**

**Edwin L. Harris, Safety Manager, Chief of Command Support Division,**  
**Directorate of Operations**